



King County

EDUCATION SPECIALIST PUBLIC HEALTH- SEATTLE & KING COUNTY ENVIRONMENTAL HEALTH DIVISION/FOOD & FACILITIES PROTECTION SECTION

Hourly Rate Range \$18.12 - \$22.97

Job Announcement: 04TA4311

OPEN: 5/31/04 CLOSE: 6/14/04

WHO MAY APPLY: This career service position is open to all qualified candidates.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Employment Services, 999 3rd Avenue, Suite 600, Seattle, WA 98104**. Applications materials must be received by 5:00 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact Willie Allen at (206) 205-6367 for further inquiries. **PLEASE NOTE:** Applications not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: A [King County application form and data sheet](#), resume and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: Homebase location is 2124 4th Avenue, Seattle. Teaching locations will vary.

WORK SCHEDULE: This part-time position is overtime eligible. The position will work 30 +/- hours per week, according to customer demand and some rotating evenings and weekends. We reserve the right to change schedule as work demands increase/decrease.

PRIMARY JOB FUNCTIONS INCLUDE: This position will provide food safety education and behavior-change programs for the Food Card Worker program in the Food & Facilities section. Incumbent will work with diverse populations in King County testing for Food Cards. Populations will include members of community groups and customers with English as a second language. The person in this position will promote and/or market sound, accurate, culturally appropriate educational materials and information and help assess program needs. Incumbent will implement and evaluate education/organizational programs and may assist in program and curriculum development. Incumbent will conduct presentations to targeted audiences and administer the food worker tests using audio visual equipment. They will maintain and update a library of training and reference materials for use by program. Incumbents may be required to gather and assemble data for testing.

QUALIFICATIONS:

- Knowledge of theories and practices related to food safety.
- Knowledge of education and behavior-change programs.
- Knowledgeable about and skilled in the use of training and assessment methods.
- Knowledgeable about and skilled in a variety of teaching methods and presentation techniques.
- Knowledge of marketing principles, mass media, and methods of instruction.
- Strong Interpersonal communications skills.
- Excellent oral and written communication skills.
- Skills in the use of a personal computer and word processing software (Word, Access, and Outlook).
- Skilled in effectively communicating a broad amount of information to a wide variety of audiences.
- Skilled in making individual or group presentations.
- Skill in the use of a wide range of audio-visual equipment. (Power Point Projector, VCR, CD Player, Overhead Projector, TV, TV/VCR Combination and Scantron Machine).

DESIRED QUALIFICATIONS:

- Previous experience in training, assessment, and making individual and group presentations.
- Experience with audiovisual equipment.

NECESSARY SPECIAL REQUIREMENTS:

- The selected candidate must pass a thorough background investigation.
- Must possess a valid Washington State Driver's License or the ability to travel throughout King County with training equipment.
- Employees are required to protect the privacy and security of protected health information as defined in State and Federal Law

UNION MEMBERSHIP: This position is represented by Local 17.

CLASS CODE: 8202 SEQUENCE NUMBER: 80- 8202-5816